

**ST. BARNABAS' CENTRE**  
**PILSLEY ROAD, DANESMOOR, CLAY CROSS, CHESTERFIELD, S45 9BU**  
**Telephone: (01246) 250599**

**TERMS AND CONDITIONS OF HIRE**

1. A deposit must be paid upon acceptance of the application for hire and balance paid not less than 14 days before the agreed date of hire. The deposit will be forfeited if the booking is cancelled within 14 days of the date of hire.
  2. A damage bond of £50.00 is payable at the time of booking and needs to be paid by cheque. This will be banked immediately. It will be forfeited if there is any damage to the centre during your time of hire. The damage bond covers any major damages or incident that may occur during your function. Your money will be reimbursed as soon as possible if there has been no major damage or incident reported.
  3. Outstanding balances must be paid in full, 14 days before the agreed date of hire.
  4. Admission to functions must be monitored by the Hirers and must not exceed 120 persons in the Oldham Hall, 30 people in the Jackson Room and 12 people in Parkhouse Room including children.
  5. St. Barnabas' Centre must be vacated by all persons at the termination of hiring time.
  6. The Hirer shall be responsible for any wilful damage to the building and its contents either fixed or otherwise which is the property of St. Barnabas' Centre.
  7. No responsibility is taken for the loss or damage of, or to any property brought into the building.
  8. St. Barnabas' Centre has the sole right to sell and dispense all alcoholic drinks, soft drinks and beverages on the premises. Alcoholic drinks, soft drinks and beverages must not be brought into these licensed premises for sale or consumption by members of the public or Hirers of St. Barnabas' Centre.
  9. Children under the age of 18 are not permitted to enter the bar area and must be kept under parental supervision at all times.
  10. Hired disco's must not use smoke machines, dry ice machines and bubble machines and must stop playing music at 11.00pm Monday - Saturday and 10.00pm on Sundays. A copy of their PAT Testing Certificate must be provided to the Booking Co-ordinator before the event.
  11. The premises will need to be vacated by 12.00pm (midnight) at the latest.
  12. The bar will stop serving at 11.30pm Monday to Saturday and 11.00pm on Sunday.
  13. The Hire of St. Barnabas' Centre shall be subject to cancellation at any time by notice to the Hirer by the St. Barnabas' Centre.  
Centre Management Committee. No compensation shall be payable by St. Barnabas' Centre or its representatives to any person in consequence of such cancellation.
  14. Hirers must leave the centre in clean and tidy. Any rubbish must be put in bin liners and placed in the bins at the back of the centre. Where possible we request that Hirers make use of the Recycling Bins at the front of the centre.
  15. Cars are parked at the owner's risk. St. Barnabas' Centre Management Committee takes no responsibility for any loss or damage to people's personal possessions when they use the centre.
- If you need to contact anyone at the commencement or during the period of hire please contact one of the following people who will be happy to help:
- Amanda Large - 07813 361133, Simon Bibby - 07988665433